



Wyoming Department of Education

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MEMORANDUM NO. 2010-167

TO: School District Superintendents
Special Education Directors
Accredited Institution Directors
Principals

FROM: Charlene Turner, Director of Alternate Assessment
Bill Herrera, Director of Test Development and Research
Standards and Assessment Division

DATE: September 24, 2010

SUBJECT: WDE667 Requests for Alternate Assessment
2011 Proficiency Assessments for Wyoming Students – Alternate
(PAWS-ALT)

TIME SENSITIVE UPDATED INFORMATION

The WDE667 is the annual student level collection to document requests for Wyoming's 2011 alternate assessment, Proficiency Assessments for Wyoming Students – Alternate (PAWS-ALT) from all schools and accredited institutions. This form must be submitted to the Wyoming Department of Education on or before **October 22, 2010. Each school and accredited institution that serves students in grades 3 - 8 or grade 11 is required to complete the form if requesting alternate assessments OR if not requesting alternate assessments (No Students to Report).** Submission of the WDE667 for the spring 2011 PAWS-ALT administration provides assurances to the Wyoming Department of Education that:

- 1) The **Requirements for Participation in Wyoming's Alternate Assessment for Students with the Most Significant Cognitive Disabilities** was utilized by the IEP team to determine each student's participation in alternate assessment;
- 2) Communication to parents/guardians of any state or district imposed consequences of a student's participation in PAWS-ALT and use of alternate achievement standards to measure student performance are documented; and
- 3) The request for alternate assessment for each student is consistent with academic instruction based on the extended Academic Content

School District Superintendent
Special Education Directors
Accredited Institution Directors
Principals
Memorandum No. 2010-167
September 24, 2010
Page 2

Standards and assessment based on Alternate Academic Achievement
Standards essential to the provision of a Free Appropriate Public
Education (FAPE) as determined and documented by the IEP team.

The newly developed *WDE667 Data Collection Guidebook* will provide information for obtaining, completing, and submitting the WDE667. The guidebook is located at <https://wdesecure.k12.wy.us/stats/forms.inventory> and can be downloaded for easy reference. Go to the WDE667 to find the form and the applicable guidebook. Procedures for **requesting and not requesting** (*No Students to Report*) 2011 PAWS-ALT Assessments are described in the guidebook. Please note that access to the file upload form requires a valid user ID and password.

The ***Requirements for Participation in Wyoming's Alternate Assessment: PAWS-ALT*** is utilized by IEP teams to determine if a student with an Individualized Education Program is appropriately assessed through the administration of the alternate assessment, (PAWS-ALT) in the Wyoming Assessment System. This state-provided document is located at www.k12.wy.us under Wyoming Assessments, PAWS-ALT.

Please provide the information in this memorandum to Principals, Special Education Directors, Accredited Institution Directors, Special Education Teachers who administer the PAWS-ALT, and the person with "upload rights" in your district.

Please contact Charlene Turner cturne@educ.state.wy.us, if you have questions.

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